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21 October 1960

MEMORANDUM FOR : Chief, Plans and Policy Staff

SUBJECT : IG Survey of the CIA Training Program

1. Three of the recommendations accompanying the IG Survey have been identified by DTR as of primary R/TR concern. Herewith are my comments to date.

2. The section on external training, pages 106 - 110. It was recommended that:

a. "DTR review the training records of employees in professional categories who resigned from the Agency during FY 1960, or longer if necessary, to determine if more definitive policy governing external training is required."

b. The principal rationale leading to the recommendation appears in paragraph 13, page 110 and as one step towards tighter administration of the program suggests that OTR examine Office of Personnel resignee records to "determine whether there is a reasonable rate of return from external training investments and whether modifications are desirable in the guidelines to approving officials concerning minimum length of service in the Agency prior to external training, ceiling on amount and frequency of external training to be invested in the given staff member, and length of service to which the individual should be obligated following such training."

c. Action taken. We have analyzed the 12 monthly reports of the Personnel Branch, Machine Records Division, "True Separations" for FY 1960. There were [ ] names listed, of which [ ] were in the GS series at Grade 7 and above. For each of these [ ] (presumably the professional category) we made a

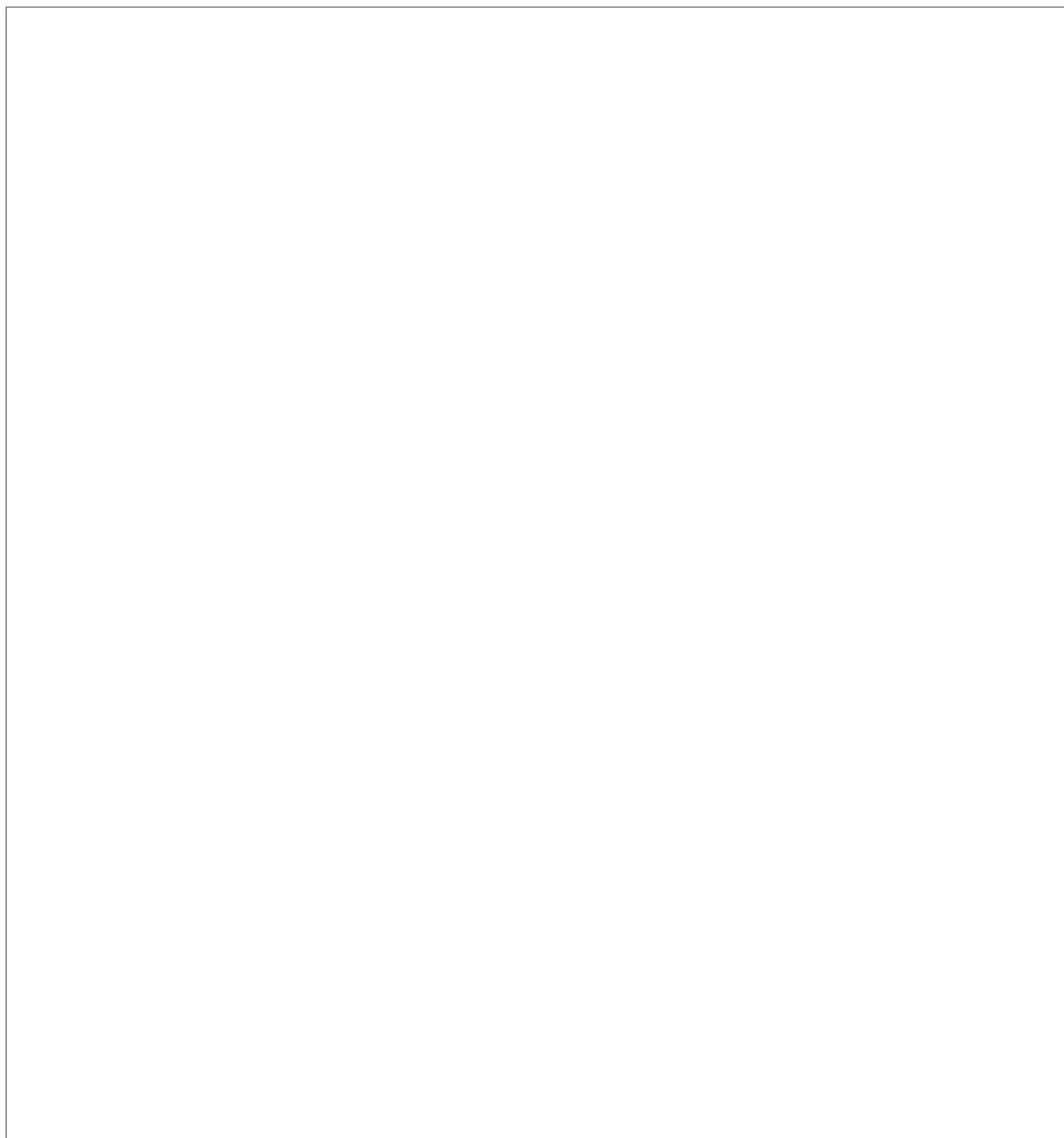
25 YEAR RE-REVIEW

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complete check of these names against our external training records. This showed that at some time in the past [ ] 21%, of those separated in FY 60, had received external training. The [ ] includes [ ] who have had varying degrees of full-time training, and [ ] of them received some full-time training since June 1957. All of these [ ] records have been re-examined as well as many others of the full-time trainees whose training occurred prior to June 1957. There are only three cases which warrant further comment.



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COMMENT		FILE		RETURN	
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<b>Remarks:</b>  For your information.  Copy of this proposed memo was delivered to me by DK on Friday. She plans that I meet with her and with [ ] soon.  I spot these irritants, in summarizing my marginal reactions:  (a) The implication that DD/S, not DTR, approve external training - somewhat inconsistent with [ ]  <div style="text-align: right;">(over)</div>					
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(b) The need for RS to do double-bookkeeping for DD/S personnel, unless the system is also changed for DD/I and DD/P external trainees;

(c) The requirement that I define DK's dichotomous terms.

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<b>Remarks:</b> <i>This was received after our first draft was made of responses to the 16 report.</i>					
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